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Juan Pakwan

123 Street
Poseidon's Realm, Cebu City,
6000
Philippines
youremail@qmail.com
+639123456789

Objective: A customer service or sales position

Experience

Aug. 2015- Jan. 2017 + Quality Analyst | ABC Company,

Davao City

Sep. 2013- Aug. 2015 + Customer

Service Rep & Quality Control Analyst

DEF Company, Davao City

Jan. 2013- Sep. 2013 **+Service Crew**| Tea Store, Davao

City

Education

Jun. 2009- Jun. 2012 +Computer
Programming
Camp
Half-Blood
Academy,
Davao
Oriental

Professional Profile

Service Crew

Handled the overall general, customer service, and sales tasks in the tea store: cleaning, making inventories, serving customers, and aiming a sales quota of Php5,000.00 daily..

Customer Service Representative:

Handled calls, emails, and chats for an e-commerce store.

Quality Control Analyst

Ensured the quality of the team's customer service by meeting with each representative every week and reviewing calls, emails and chats daily.